

# Request for Library Graduate School Grant Application for Tuition Reimbursement

(To be completed by library director)

This is a tuition reimbursement request form. Applications **must be received no later than 60 days after completion of the library course. (Applications for reimbursement for summer courses must be completed no later than 15 days after completion.)** To this form, attach: (a) The Grant Report form, (b) Proof of tuition payment, and (c) A copy of the student's final grade report. Mail packet to:

Regina Yount  
Grants and Contracts Specialist  
Kentucky Department for Libraries & Archives  
P.O. Box 537  
Frankfort, KY 40602-0537.

## **COURSE INFORMATION**

TITLE \_\_\_\_\_

DATES/SEMESTER \_\_\_\_\_

INSTRUCTOR \_\_\_\_\_

UNIVERSITY \_\_\_\_\_

## **STUDENT INFORMATION**

NAME \_\_\_\_\_

POSITION \_\_\_\_\_

COUNTY \_\_\_\_\_

## **TUITION**

AMOUNT \_\_\_\_\_

PAYABLE TO \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

FEDERAL ID # \_\_\_\_\_

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Library Director

\_\_\_\_\_  
Date

# Report

## Graduate Library School Tuition Reimbursement Grant

(To be completed by student)

Complete and attach to the Request for Graduate Library School Tuition Reimbursement Grant form.

### STUDENT INFORMATION

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

COUNTY LIBRARY \_\_\_\_\_

### STUDENT EVALUATION OF INSTRUCTION

Title of Course \_\_\_\_\_

Date of Course \_\_\_\_\_

Instructor \_\_\_\_\_

1. The instruction and/or content of the course was:

Outstanding \_\_\_\_\_ Acceptable \_\_\_\_\_ Unsatisfactory \_\_\_\_\_

Explain the rating listed above:

---

---

---

2. On an attached page, discuss the course in 75 to 125 words. Include comments on the applicability to public libraries; your current job duties; and/or your goals and ambitions.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Library Director

\_\_\_\_\_  
Date